

Name(s): _____

Project Name: _____

Date: _____

Presentation Rubric

Criteria	Weight	Novice (0-2)	Beginning (3-5)	Proficient (6-8)	Exemplary (9-10)	Notes	Score
Structure and Organization	30%	<ul style="list-style-type: none"> No formal introduction Main ideas were not separated into a logical progression. Important ideas were not supported with references or data. No conclusion. Presentation greatly outside of time allotted 	<ul style="list-style-type: none"> Introduction had no clear thesis statement Logical progression of ideas was not consistent throughout presentation Speaker supported some ideas and viewpoints through references to text or other works. Conclusion did not adequately summarize presentation. Presentation did not use time allotted. 	<ul style="list-style-type: none"> Introduction had clear thesis statement. Main ideas were separated in a logical progression. Speaker supported key ideas and viewpoints through accurate, detailed references to text or other works. Conclusion restated the thesis statement and summarized the ideas presented. Time requirement was met for specific assignment 	<p>In addition to meeting the <i>Proficient</i> criteria:</p> <ul style="list-style-type: none"> Clever/attention-getting introduction Ideas connected by original transitions; logical throughout; Conclusion tied speech together and left audience with memorable message Speaker used logical, ethical and emotional appeals that enhanced the tone & purpose 		
Appropriateness and Content	20%	<ul style="list-style-type: none"> Use of inappropriate language, content or examples for target audience Speaker did not demonstrate a clear understanding of the assignment requirements or content 	<ul style="list-style-type: none"> Speaker frequently used inappropriate language, content or examples Speaker frequently did not demonstrate a clear understanding of the requirements and content. 	<ul style="list-style-type: none"> Speaker used appropriate language and examples Speaker displayed a clear understanding of assignment requirements and content 	<p>In addition to meeting the <i>Proficient</i> criteria:</p> <ul style="list-style-type: none"> Examples and words were creative and well-chosen for target audience 		
Vocal Expression	15%	<ul style="list-style-type: none"> Speaker was hard to hear or understand Voice or tone distracted from purpose of presentation Excessive use of verbal fillers Consistently read from notes 	<ul style="list-style-type: none"> Speaker was hard to hear or understand Voice or tone distracted from purpose of presentation Some use of verbal fillers Spoke to audience, but relied heavily on notes 	<ul style="list-style-type: none"> Speaker was easy to hear and understand Tone was conversational, but with purpose Voice sounded natural, neither patterned nor monotone Words pronounced clearly, correctly, without verbal fillers Spoke directly to audience 	<p>In addition to meeting the <i>Proficient</i> criteria:</p> <ul style="list-style-type: none"> Speaker was enjoyable to hear; used expression and emphasis Speaker used voice to create an emotional response in audience Speaker appeared very poised. 		
Physical Characteristics	10%	<ul style="list-style-type: none"> Little eye contact with audience throughout Poor or slouchy posture throughout Movements were stiff or unnatural throughout Inappropriate attire 	<ul style="list-style-type: none"> Some eye contact with audience Frequently showed poor or slouchy posture Movements were stiff or unnatural frequently during presentation Inappropriate attire 	<ul style="list-style-type: none"> Strong eye contact with entire audience Posture conveyed confidence Gestures and movements were natural and effective Attire was appropriate for audience and purpose 	<p>In addition to meeting the <i>Proficient</i> criteria:</p> <ul style="list-style-type: none"> Posture was commanding and purposeful Attire was chosen to enhance presentation 		
Overall Impact	15%	<ul style="list-style-type: none"> Speaker appeared bored by the message or presented without conviction 	<ul style="list-style-type: none"> Speaker appeared somewhat engaged by the message and presented with some conviction 	<ul style="list-style-type: none"> Speaker appeared to believe strongly in message and demonstrated desire to have audience listen, understand and remember 	<p>In addition to meeting the <i>Proficient</i> criteria:</p> <ul style="list-style-type: none"> Overall presentation was creative, memorable. 		
Features	10%	<ul style="list-style-type: none"> Materials detracted from content or purpose of presentation or were of such low quality as to discredit the speaker 	<ul style="list-style-type: none"> Materials sometimes distracted from the presentation 	<ul style="list-style-type: none"> Materials enhanced presentation Materials were quality products; easy 	<p>In addition to meeting the <i>Proficient</i> criteria:</p> <ul style="list-style-type: none"> Creatively integrated a variety of objects, charts, graphs to amplify the message to see and hear 		